



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON GRAFENWOEHR
UNIT 28130
APO AE 09114-8130

IMEU-GFW-ZA

20. MÄR. 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Housing Policy Letter No. 21

1. **Effective Date.** This policy letter remains in effect until superseded or rescinded.
2. **Scope.** This policy letter is applicable to all military units, commands, and tenant organizations serviced by the USAG Grafenwoehr. USAG Hohenfels and USAG Garmisch will develop their own Standing Operating Procedures (SOP) and Housing Policies.
3. **References.**
 - a. AR 420-1, Chapter 3, Army Facilities Management, 12 February 2008.
 - b. AE supplement 1 to AR 420-1, Army Facilities Management, 20 November 2008.
4. **Policy.** This policy letter addresses the management of all Army Family Housing facilities. Specifically, it describes the waiting list procedures during times of deployment and reintegration and responsibilities for all military and civilian personnel and their family members occupying Government owned/controlled on post quarters and leased family housing and Private Rental housing. It also establishes guidelines for Area, Building and Stairwell Coordinators, where applicable. I endorse the following SOPs and Policies as my own, and hereby direct full compliance:
 - a. Standing Operating Procedures for Family Housing.
 - b. Senior Officer and CSM Quarters Assignment Procedures.
 - c. Designated Position Quarters and Key and Essential Housing Procedures.
 - d. USAG Grafenwoehr Housing Waiting List Priority during Mass Turnover Periods and Deployments.
 - e. Housing Waiting List Policy Clarification.
 - f. Temporary Assignment of Soldiers to UPH to avoid Family Violence in AFH units.

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5. Point of Contact. POC regarding these Housing SOPs and Policies is the Housing Manager, USAG Grafenwoehr, DSN 475-7091 or commercial 09641-83-7091.


NILS C. SORENSON
COL, SF
Commanding

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